



Training for the

Investment Reporting Tool (IRT)

Transportation Asset Management Council 2019

www.michigan.gov/tamc

(Training videos found under the IRT Training section)





Introductions

- Notable Investment Reporting Tool (IRT) Professionals
 - Nan Ewald, CSS: Trainer, Helpdesk & Testing
 - Tim Lauxmann, CSS: Manager, Trainer
 - Cheryl Granger, CSS: Project Manager
 - Dave Jennett, MDOT: Transportation Planner
 - Catina Rademacher, CSS: Helpdesk & Testing
 - Jeri Kaminski, CSS: Application Developer
 - Clinton Crick, CSS: Application Developer
 - Mark Holmes, CSS: Geospatial Services Manager
 - Roger Belknap, MDOT: TAMC Coordinator

Council Members

- http://www.michigan.gov/tamc -> "About Us" section.
- Everyone participating has a representative on the Council
- Bill McEntee, Council Vice Chair and Data Committee Chairman, represents the County Road Association. Bill can be contacted for follow-up questions: billfacts@aol.com





Training Details / Format

- PowerPoint slides & Live Demos
- Time will be allowed for questions after topics & demos.
- If you have a question during a topic, please raise your hand to be called on.
- There will be a 10 minute break provided during the training session.
- After the training there will be an opportunity to ask any follow up questions.





Terms & Acronyms

- > TAMC Michigan Transportation Asset Management Council
- IRT Investment Reporting Tool
- ADARS Act 51 Distribution and Reporting System
- PASER Pavement Surface Evaluation and Rating
- MDOT Michigan Department of Transportation
- Public Act 51 Agencies MDOT, cities, villages and road commissions/agencies
- SSO / MILogin "SSO or Single Sign On" State of Michigan Security Login now replaced by MILogin as of May 2016.
- MTU/CTT Michigan Technological University/Center for Technology and Training (Houses Roadsoft)
- CSS Michigan's Center for Shared Solutions
- > **TAMP** Transportation Asset Management Plan
- MIC Michigan Infrastructure Council



Overview of Investment Reporting Process

PROJECTS

- "The <u>what</u>, the <u>where</u> and the <u>when</u>"
- Current year Road & Bridge work
- 3yr Plan Planned Project also

NEW - PROJECT ID / PROJECT NAME

- Unique for each project
- Common ground links all systems.
- Can be street names or ID numbers

Step 1

Step 2

Step 3

IRT (CSS)

Enter PROJECTS

Onondaga

MCSS

IRT (CSS)

TAMC Statewide Database

ADARS/ACT51 (MDOT)

- Verify PROJECTS from IRT
- Enter <u>PROJECT COSTS</u> for Roads Only, Not Bridges

ROADSOFT (MTU/CTT)

- Enter PROJECTS
- PASER Ratings

NEW - PROJECT COSTS

- NEW REQUIREMENT on Asset Management Page
- Requires Total Costs for Each Project (Not annual cost)





Why do I need this training...

- Learn about the integration with the Act 51 distribution and reporting system (ADARS)
- Learn how to enter and report on 3-Year planned and completed projects
- Roadsoft users will learn how to upload data to the investment reporting tool (IRT)
- Provide input / feedback about the process or training
- Learn about the TAMC Dashboards and how they tie back to your agency.





Overview -TAMC

 Created in 2002 by Act 499 and amended by PA 199 of 2007 and PA 325 of 2018

Requires all agencies to submit

- Annual Investment Report
- Current Pavement Conditions
- Three Year Investment Program

Would like agencies to submit TAMP – More on this later in the session

www.michigan.gov/tamc





We Need Your Information

- Project Information (What/Where/When)
- Completed Road and Bridge Projects for Current Year
 - Planned Projects for next 3-Years
- Act 51 Financial Reporting requires this data.
- City/Village deadline not more than 120 Days After Fiscal Year End date or before May 2 for Road Commissions
- Reporting to the Legislature / MIC
 - Reporting on needs of the system
 - Identifying work performed by category





Reporting Items

Experienced IRT users will note updated areas. These will also be covered in the live demo:

- Project classification and categories have been revised
- You will be asked if a projects is "reactionary"
- You will be asked if a project was constructed under local agency pavement warranty program
- You will be asked if your agency has a written TAMP.
 - You can choose to upload a digital TAMP
- For more details see:
 "TAMC-IRT Reporting Changes Overview April 2017"





Agencies Affected by TAMP Requirements

- Responsible for 100 or more certified miles of road
- All 83 county road agencies
- 39 of Michigan's largest cities

Ann Arbor
Battle Creek
Bay City
Burton
Dearborn
Dearborn Heights

Farmington Hills

Flint

Detroit

Garden City
Grand Rapids

Holland

Jackson

Kalamazoo

Kentwood

Lansing

Lincoln Park

Livonia

Midland

Muskegon

Norton Shores

Novi

Pontiac

Port Huron

Portage

Rochester Hills

Romulus

Roseville

Royal Oak

Saginaw Southfield

St Clair Shores

Sterling Heights

Taylor

Troy

Walker

Warren

Westland

Wyoming





TAMP- 3 Year Schedule

- Updated TAMP Template
- Did seek Volunteer Agencies to "Go First"
- Provides Guidance on Culverts & Traffic Signals
- Other?







Bringing the Pieces Together

- IRT + ADARS = Compliance
- These two systems are integrated to allow projects entered into the IRT to <u>sync</u> with the fields in the ADARS system. This removes previous dual entry process.
- ADARS users will then enter in project cost information
- This increases accuracy and efficiency
- IRT and ADARS reporting share a common deadline now.
 (120 Days after Fiscal Year End Date May 2nd Counties)



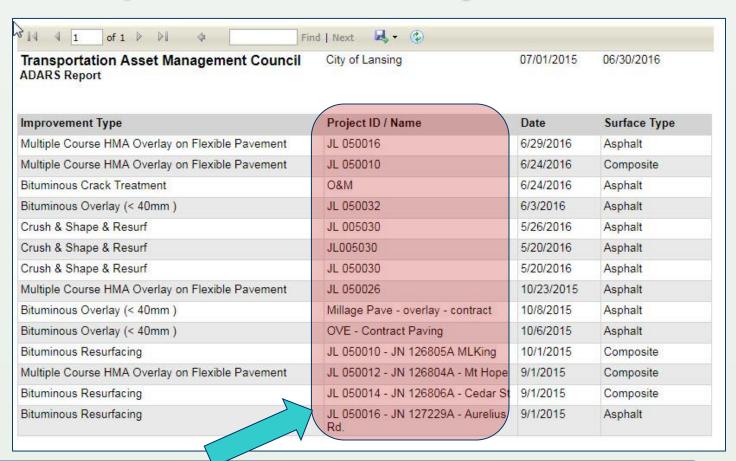








IRT Report – ADARS Project Data

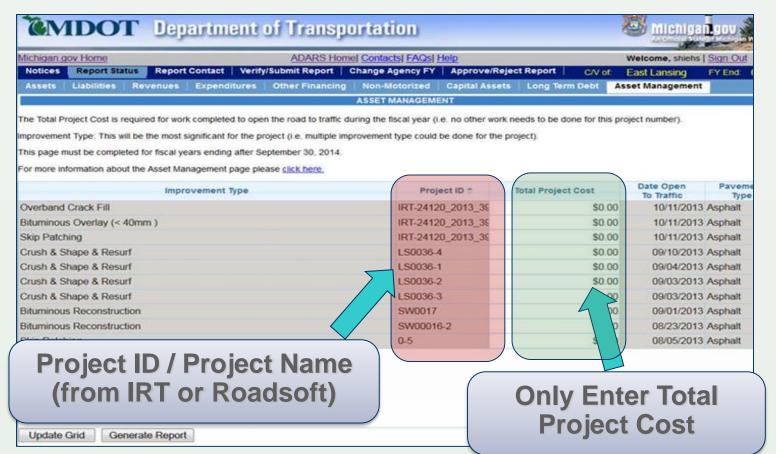


Project ID / Project Name (Entered in IRT or Roadsoft)





ADARS – Asset Management Page



Again IRT syncs to ADARS which removes previous dual entry process as ADARS only needs Total Project Costs





Will I lose funding if I don't do this?

The IRT has been integrated with the ADARS reporting process. Failure to report this information could result in non-compliance with Act 51 reporting requirements and funds withheld until such a time that compliance can be determined.





What you can do...

- This process may be new to some of you be patient as there will be a learning curve and bumps along the way.
- On the TAMC website there are resources available on the website Training section - such as YouTube video clips that explain each area of the IRT and reporting process included in today's training. Added in August of 2017 is a Training Manual/Users Guide.
- Contact TAMC help desk to get additional assistance.
 (Contact info on handout.)
- MOST IMPORTANTLY Get to know your team learning what each other needs and good communication will make this process a success.



TAMC – Current Activities

- Michigan's 2018 Roads & Bridges Annual Report – May 2, 2019
- TAMC Strategic Planning Session June 5, 2019
- Integration of culverts and signals into TAMP considerations
- Local pavement warranty program reporting (MCL 247.662, 247.663)
- Pavement Surface Evaluation and Rating (PASER) Certification Policy Review

MCSS











Quick Announcements

- 2019 Training Schedules
 - ✓ PASER and IRT Coordinated
 - ✓ TAMP Workshops
 - ✓ Local Elected Officials



TAMC Website - www.michigan.gov/tamc



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INTERACTIVE MAPS

REPORTING HUB

DASHBOARDS

TRANSPORTATION ASSET MANAGEMENT COUNCIL

TRAINING

SUPPORT

ABOUT US

Preserving Roads & Bridges

The Michigan Transportation Asset Manangement Council (TAMC) -A resource for independent, objective data on the condition of Michigan's roads and bridges and a resource for implemementing the concepts of Asset Management.



Interactive Maps

Create an up-to-date road and bridge condition map

Reporting Hub

Investment Reporting Tool (IRT), Act 51 Distribution and Reporting System

(ADARS), Non-Trunkline Federal Aid (NFTA)

Dashboards

Condition, operation, and investment in Michigan's public road system

Training

Sponsored training, support, and education programs.

Council & Committee Meetings

Meeting dates and approved minutes for the council.



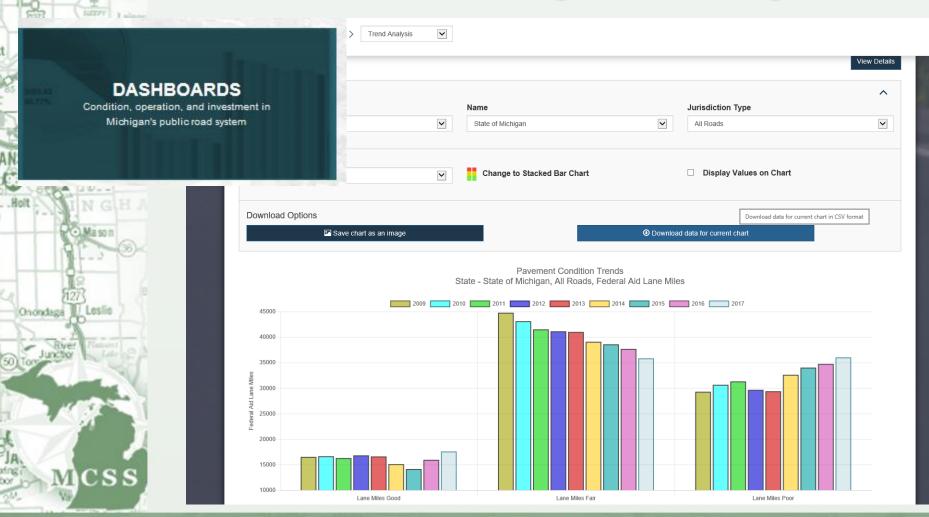


TAMC Website Features

- Mobile new design adjusts to your phone or other mobile devices.
- Home links out to other website areas such as Dashboards and shows announcements and upcoming events and activities.
- Training IRT, PASER, ADARS, Bridge, and Local Elected Officials training information and resources.
- Reporting Hub Login access to the IRT. ADARS and other sites.
- Support provides points of contact and resources for different areas of asset management beyond the Training section.
- About Us background on the Council, policies, annual reports and the different committees; founding and guidance legislation included.
- Update— Both the Interactive Map and Dashboards have been updated. The IRT was updated August 2018 and will have continuous updates ongoing.



Dashboards - Getting the Message Out



Shepardsville





Dashboards - Public Act 506 of 2012 / PA 301 of 2014

These Public Acts require that each county road agency maintain a searchable website that among other things includes a financial performance dashboard.

The dashboard is to contain information on revenues, expenditures and unfunded liabilities. The county road agency may link to the financial information provided by the TAMC website.

- Adding a link on your own local agency website to the TAMC Dashboards meets these requirements.
- Assistance and guidelines are available in doing this from both CRA (County Road Association) and from TAMC – contact Roger Belknap or the TAMC Helpdesk who's information will be provided at the end of this training.





Live Demo:

TAMC Website Dashboards Interactive Map





Questions





Roadsoft and the IRT (Investment Reporting Tool)

- Both the IRT and Roadsoft are free to local agencies.
- IRT can have multiple users and is a website where Roadsoft is software loaded on a single computer.
- Jurisdictions can use either tool for managing their investment data. The IRT is suited directly for investment reporting whereas Roadsoft offers more advanced features and additional tools.
- REMINDER: Roadsoft Users must still use portions of the IRT demonstrated later in this training to meet their reporting requirements. (Specifically they must upload or export their investment data to the IRT so it can sync to ADARS and update their annual reporting Status to being complete.)





Roadsoft Trainings Offerings:

- TAMC Reporting Using Roadsoft Webinar
- Roadsoft Traffic Count Webinar
- Introduction to Roadsoft Hands-on Training
- Advanced Roadsoft Training Webinar

For information, contact:
Center for Technology & Training
(906) 487-2102
www.ctt.mtu.edu





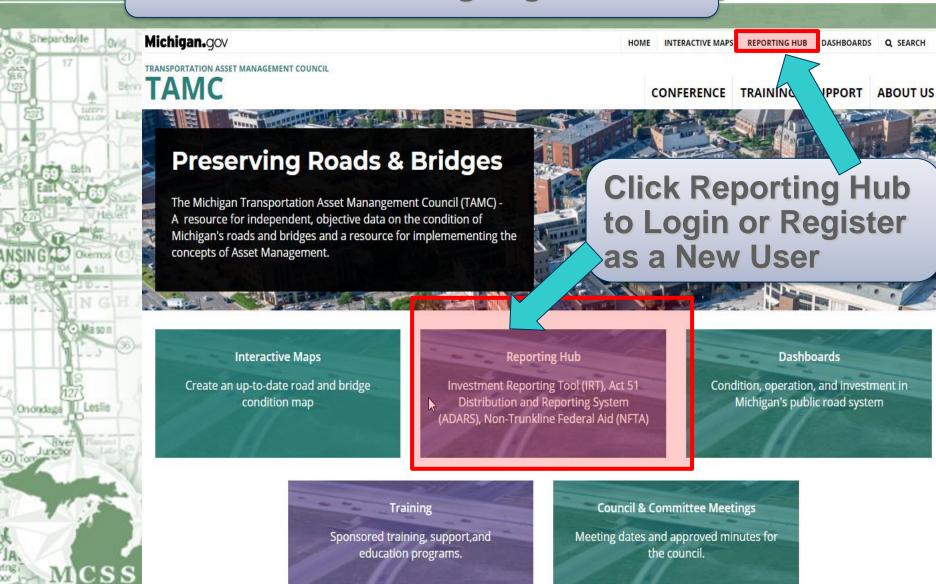


IRT User Registration / MILogin

- All IRT users will need MILogin accounts. (This enhanced security model is designed to allow a single login access for multiple State of Michigan, SOM applications.)
- Users who already have MILogin accounts created through other State applications such as ADARS do not need to create separate accounts but still must apply for access to the IRT.
- The Process involves a separate site designated to the creation of MILogin accounts and several email correspondences.
- To register go to: <u>www.michigan.gov/tamc</u> and click Reporting Hub

Website - www.michigan.gov/tamc













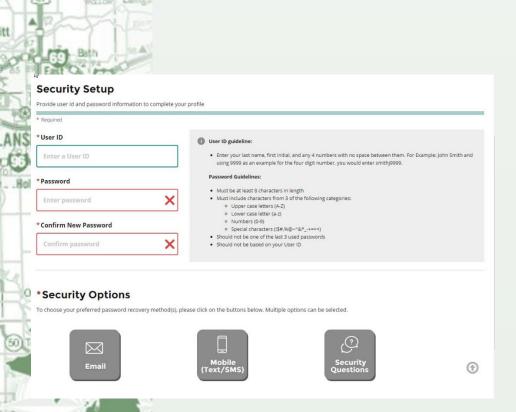


Enter Name & Contact Information

Create Your Account		Profile Information	2 Security Setup	Confirmation
Profile Information	P.			
Required				
First Name	Middle Initial	*Last Name		Suffix
Email Address		*Confirm Email Addre	ss	
*Work Phone Number		Mobile Number		
*Verification Question: Red, pan				
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Enter Password, Challenge Questions and Submit

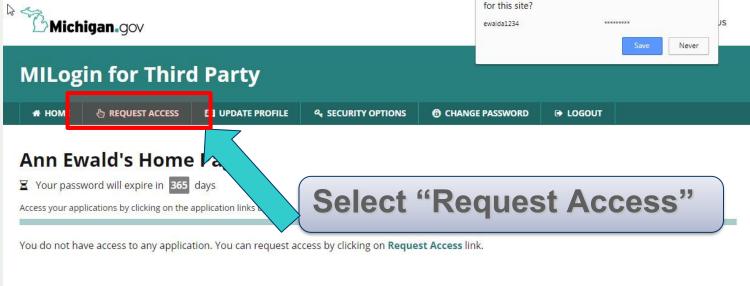




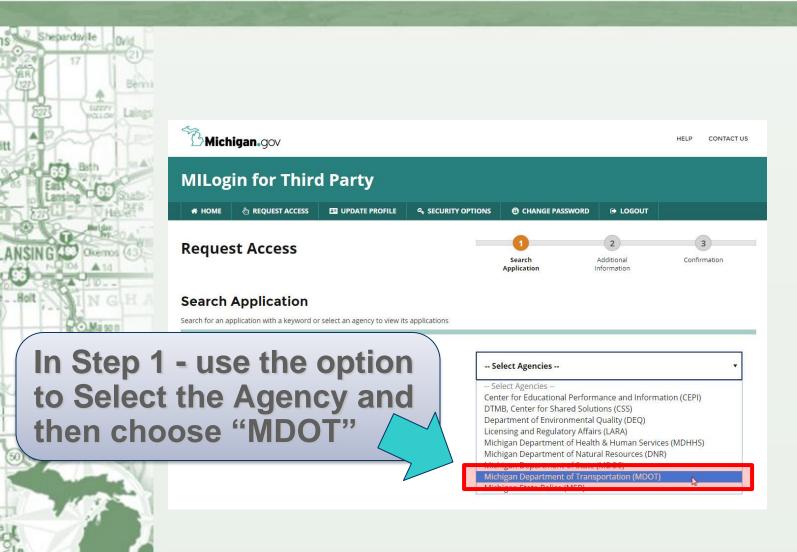




Your Name



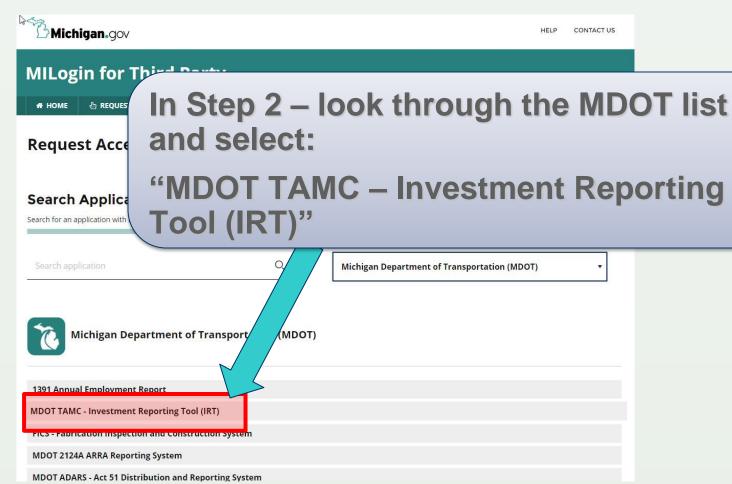




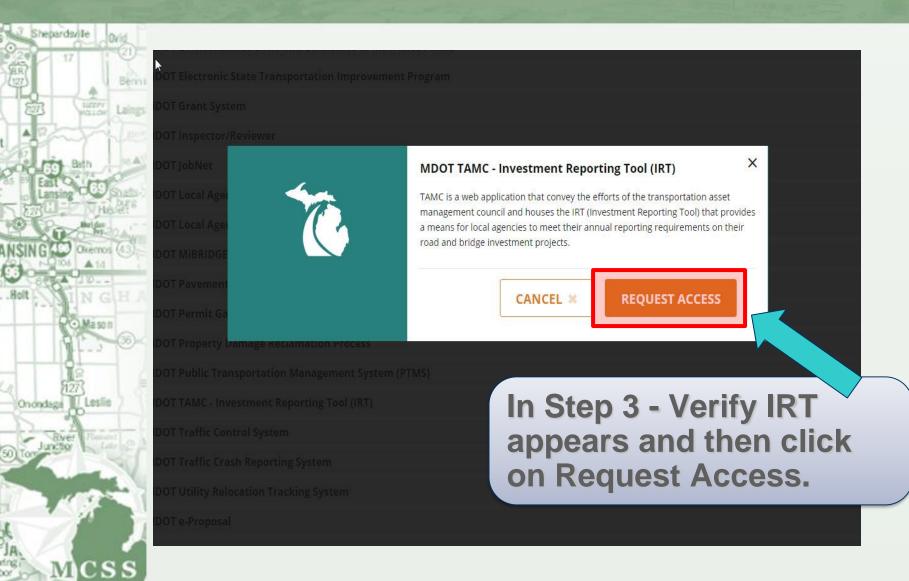
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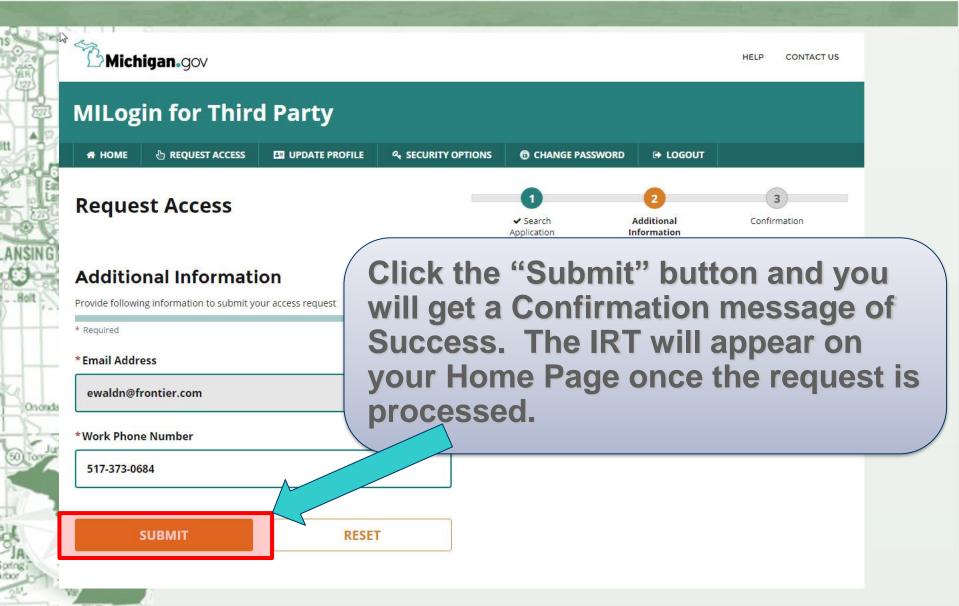














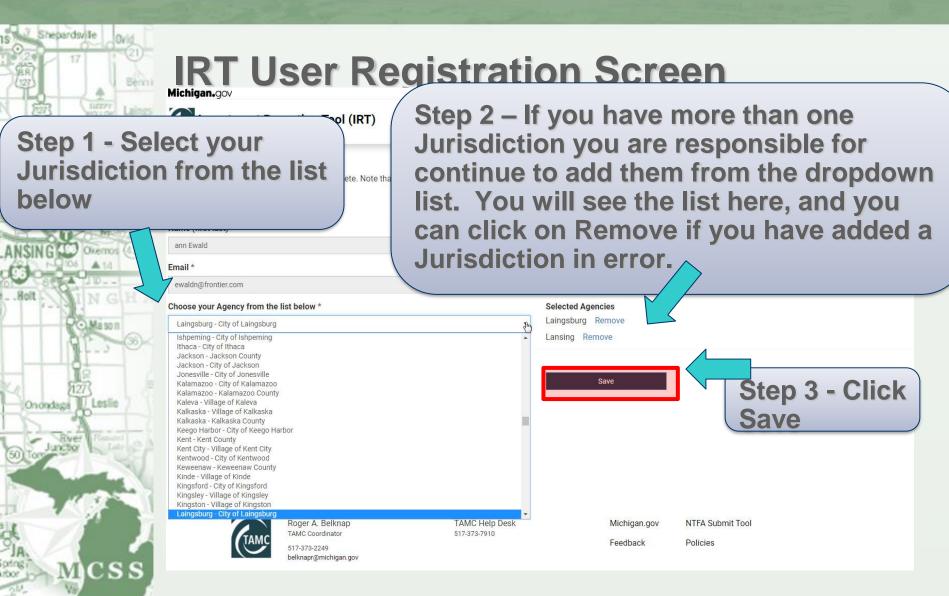


Choosing Your Agency in the IRT

- You will next need to identify which agency you represent via the IRT User Registration Screen.
 - Go to the TAMC Homepage: www.michigan.gov/TAMC
 - Click on Reporting Hub box or link.
 - On the SSO screen, enter your user id and password
 - Click on the application link:

MDOT TAMC - Investment Reporting Tool (IRT)









*Michigan.gov



REGISTRATION / PROFILE

Thank you for updating your profile. An administrator has been notified and will review your request. If you do not hear back within a week, or if you have any questions regarding the status of your account, please email the TAMC help desk at CSS-TAMC@mi.gov or call them at (517)373-7910. For now, make note of this contact information, close the application, and wait until you hear back. Most requests are approved within 2-3 business day.





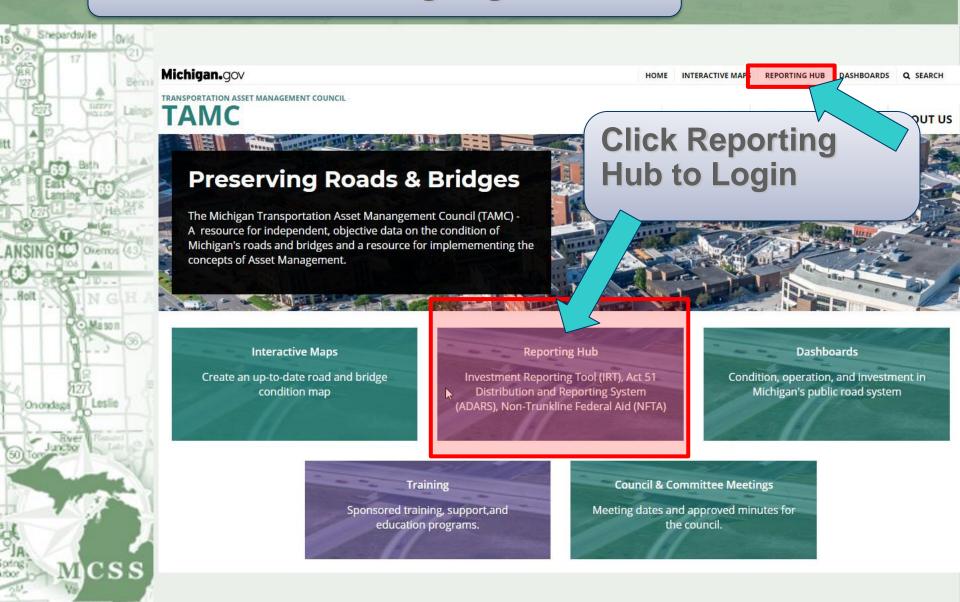


IRT User Registration (cont.)

- ➤ After you click on the Submit button you will receive an email confirming that your submission has been received.
- ➤ Once an admin has reviewed your request, an email will be sent to you with your updated account details.
- ➤ Until you are approved, you are granted read access to the Jurisdictions/Regions you selected.
- ➤ If you don't get an approval e-mail with 3 business days, please email the TAMC help desk at CSS-TAMC@mi.gov or call them at (517) 335-3741.

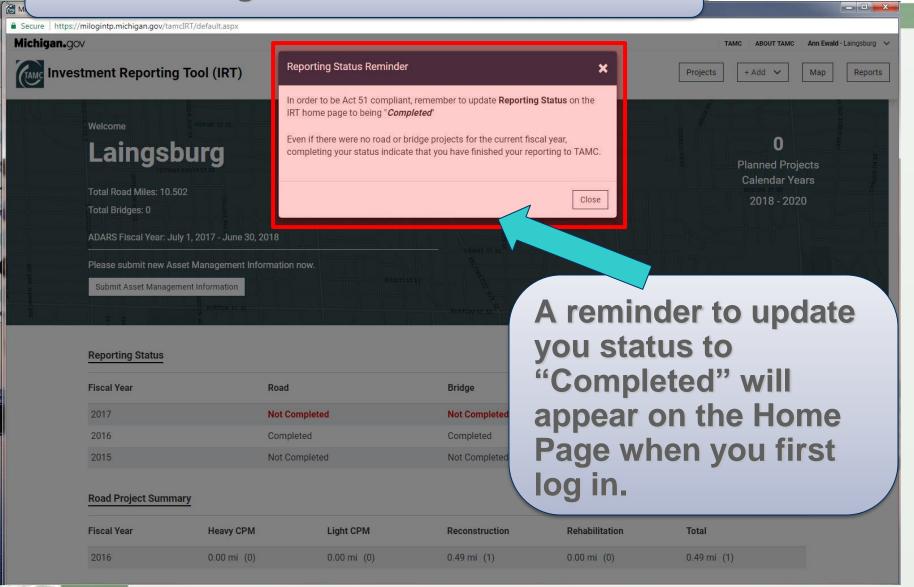
Website - www.michigan.gov/tamc





IRT Home Page









Investment Reporting Tool

- Entering Road Data
- Entering Multiyear Program Data (Future Planned Projects)
- Entering Bridge Data
- Send Data / Get Data
- Map Enter /view both Road and Bridge Data via a Map Interface
- Reports includes ADARS Report
- Status- update your status
- Asset Management Information



Project Classification Definitions

New Classification definitions:

- Reconstruction Is the removal and replacement of the majority of the structure of a pavement. This would likely include additions to the base or sub-base of the road. An example of a reconstruction would be any treatment considered as extensive as a crush and shape with the addition of base materials, or the construction of a new road. In concrete pavements, reconstruction would include rubblizing or crushing existing concrete pavement surfaces for use as added base material followed by construction of a new concrete surfaces.
- Rehabilitation Is the salvage of the majority of the structure of the
 pavement, either by adding additional structural components (> 1.5"
 overlay) to replace failing ones, or by recycling structural components
 (crush and shape, warm in-place recycling) for the majority of the
 pavement. Generally speaking, rehabilitation will not include additions or
 replacement of base and/or subbase material other than recycling of
 failed layers. In concrete pavements, rehabilitation includes extensive full
 depth patching and limited full slab replacement or overlay with HMA
 would be included in this treatment type.
- Heavy CPM Is the bituminous surface treatments such as slurry seal, chip seal, or thin (< 1.5") overlays designed to protect the pavement from water intrusion or environmental weathering without adding significant structural strength are included in this treatment. In concrete pavements, patching or repair that is less than 1/3 of the depth of the pavement (partial depth repair) would be included in this treatment.
- Light CPM Is the treatments primarily designed to seal isolated areas of the pavement from water (crack and joint sealing) or oxidation with limited surface thickness (fog seal). Generally speaking, light CPM will not provide a corresponding increase in PASER rating when applied.

Please visit the IRT Training page for more information and a spreadsheet showing how the Improvement Types fall into these 4 new Project Classifications: https://www.michigan.gov/tamc/0,7308,7-356-82158---,00.html





Questions & Short break





Live Demo:

Investment Reporting Tool (IRT)





Questions





Contacts / Feedback

- TAMC Policy Questions –
 Roger Belknap New TAMC Coordinator
 - BelknapR@michigan.gov
 - **(517) 280-8192**
 - www.michigan.gov/tamc
- TAMC IRT Helpdesk/CSS -(Center for Shared Solutions)
 - CSS-TAMC@mi.gov
 - -(517)335-3741





Conclusion & Resources

- What's Next: register via MILogin
- Reminder TAMC Training Videos available at:
 - www.youtube.com/user/MichiganCSSTP
- Find resources, future IRT trainings and other TAMC updates on the TAMC Website at:
 - www.michigan.gov/tamc
- Keep up-to-date on the latest news and trainings by Joining the TAMC
 Mailing List at the bottom of the page at:
 - <u>www.michigan.gov/tamc</u>
- Any Final Questions?





Conclusion

~ Thank You ~